



FAIR WORK
AUSTRALIA

17 January 2012

Ms Kathrine Nelson
Secretary

Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch

email: info@asuqld.asn.au

Dear Ms Nelson

Re: Financial Report for the Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch for year ended 30 June 2011 – FR2011/2787

I acknowledge receipt of correspondence in response to correspondence of Fair Work Australia (FWA) dated 16 December 2011 for the financial report for the Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch (the Branch) for the year ended 30 June 2011. The correspondence was lodged with FWA on 20 December 2011. My apologies for the delay in processing this matter.

The financial report has now been filed.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

Audit Qualification

I acknowledge the steps being taken by the Branch outlined in the correspondence dated 19 and 20 December 2011 from the Auditor and the Branch and I am satisfied that the defect, irregularity, deficiency, failure or shortcoming will be remedied for the 2011/2012 financial year.

Operating Report

Membership of Committee of Management

The operating report contained a list of office holders as at the end of the financial year. Please note the operating report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position – refer to regulation 159(c) *Fair Work (Registered Organisations) Regulations 2009*.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kevin Donnellan', with a long horizontal flourish extending to the right.

Kevin Donnellan

Organisations, Research and Advice

Fair Work Australia

Email: kevin.donnellan@fwa.gov.au



A.S.U

**Australian
Services
Union**

ABN 86 351 665 653

**Queensland
(Services and Northern
Administrative) Branch**

Ground Floor
32 Peel Street
South Brisbane
QLD 4101

PO Box 3347
South Brisbane
QLD 4101

Tel: (07) 3844 5300
Fax: (07) 3846 5046

Web: www.asuqld.asn.au

Branch Secretary:
Kathrine Nelson

Assistant Branch Secretary:
Jennifer Thomas

20 December 2011

Kevin Donnellan
Organisations, Research and Advice
Fair Work Australia
GPO Box 1994
MELBOURNE VIC 3001



Email: kevin.donnellan@fwa.gov.au

Dear Mr Donnellan

Re: Financial Report for the Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch for year ended 30 June 2011 – FR2011/2787

I acknowledge receipt of your correspondence dated 16 December 2011 and note your request for information from both the Branch and from my auditor regarding the Auditor's qualification.

In response, I advise that steps are being undertaken that should result in the matter being resolved this financial year as we transition from cash to accrual accounting.

Please find attached relevant correspondence from the Branch Auditor, Bentley's.

Yours faithfully

**Kathrine Nelson
Branch Secretary**



Q.S.U

ABN 13 540 483 194

Australian Municipal, Administrative, Clerical and Services Union



19 December 2011

Kevin Donnellan
Organisations, Research and Advice
Fair Work Australia
GPO Box 1994
MELBOURNE VIC 3001\

Email: kevin.donnellan@fwa.gov.au

Bentleys Brisbane
Level 9, 123 Alder Street
Brisbane Qld 4000
Australia
GPO Box 740
Brisbane Qld 4001
Australia
ABN 36 892 525 331
T +61 7 3222 9777
F +61 7 3221 9250
admin@bris.bentleys.com.au
bentleys.com.au

Dear Mr Donnellan

RE Financial Report for the Australian Municipal Administrative, Clerical and Service Union, Queensland (Services and Northern Administrative) Branch for the year ended 30 June 2011 – FR2011/2787

Based on discussions I have held with the Kath Nelson (Branch Secretary) of the above entity, I have been advised that steps are being implemented that should result in the matter being resolved for the 30 June 2012 financial year as the entity plans to transition from cash to accrual accounting.

Yours faithfully

Stewart Douglas
Partner



FAIR WORK
AUSTRALIA

16 December 2011

Ms Kathrine Nelson
Secretary

Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch

email: info@asuqld.asn.au

Dear Ms Nelson

Re: Financial Report for the Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch for year ended 30 June 2011 – FR2011/2787

I acknowledge receipt of the financial report for the Australian Municipal, Administrative, Clerical and Services Union, Queensland (Services and Northern Administrative) Branch (the Branch) for the year ended 30 June 2011. The report was lodged with Fair Work Australia on 30 November 2011.

The financial report has not been filed.

The following matters require your attention before any action can be taken to file the above report.

Audit Qualification

The financial report has not been filed as the auditor's opinion is qualified. The Audit Report explains that they were not in a position to certify that all membership subscriptions have been receipted and entered into the records.

Under [subsection 332\(1\)](#) of the *Fair Work (Registered Organisations) Act 2009* (the Act), the General Manager is obliged to investigate any defect, irregularity, deficiency, failure or shortcoming disclosed in an auditor's report. However the General Manager is not required to investigate the defect, irregularity, deficiency, failure or shortcoming if, after consultation with the Branch and the auditor, the General Manager is satisfied that the defect, irregularity, deficiency, failure or shortcoming is trivial or will be remedied in the following year ([s.332\(2\) of the Act](#)).

Accordingly I seek further information from both the Branch and from your auditor regarding the qualification. In particular I seek both you and your auditor's views as to whether the qualification is a defect, irregularity, deficiency, failure or shortcoming in the context of [subsection 257\(7\) of the Act](#). If either the Branch or the auditor considers it to be such, we also seek the Branch's and auditor's opinions as to whether the defect, irregularity, deficiency, failure or shortcoming is trivial and/or whether it will be remedied in the following year.

Financial report to be prepared on an accruals basis

[Section 252](#) of the *Fair Work (Registered Organisations) Act 2009* places obligations on organisations to *keep* financial records. Under section 252(4) an organisation may *keep* the financial records for its membership subscriptions on a cash basis.

This is distinct from the obligation under [section 253](#) to *prepare* a general purpose financial report (GPFR). Section 253 requires that ‘...a reporting unit must cause a general purpose financial report to be *prepared*, in accordance with the Australian Accounting Standards, from the financial records kept under subsection 252(1) in relation to the financial year...’. Please note that paragraph 27 of Australian Accounting Standard 101 states that ‘an entity shall prepare its financial statements, except for cash flow information, using the accrual basis of accounting’.

In future the GPFR should be prepared on an accrual basis as required by section 253 of the Act and the relevant Australian Accounting Standard (AASB 101(27)). It is further noted that this will result in a change of accounting policy that will need to be disclosed in accordance with AASB 108 (Accounting Policies, Changes in Accounting Estimates and Errors). Could you discuss this with your auditor.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kevin Donnellan', with a long horizontal flourish extending to the right.

Kevin Donnellan

Organisations, Research and Advice

Fair Work Australia

Email: kevin.donnellan@fwa.gov.au



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Branch Secretary:
Kathrine Nelson

Assistant Branch Secretary:
Jennifer Thomas

28 November 2011

The Registrar
Fair Work Australia
PO Box 5713, Central Plaza
BRISBANE QLD 4001



Dear Registrar,

**Re: Full Report of the Australian Municipal Administrative and Clerical
Services Union Queensland (Services and Northern Administrative)
Branch for 2010/2011**

In accordance with s268 of the *Fair Work (Registered Organisations) Act 2009* I lodge the Full Report of the Australian Municipal Administrative and Clerical Services Union Queensland (Services and Northern Administrative) Branch for the 2010/2011 period and the Designated Officers Certificate.

Yours faithfully

**Kathrine Nelson
Branch Secretary**



Q.S.U

ABN 13 540 483 194

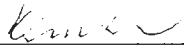
Australian Municipal, Administrative, Clerical and Services Union

Designated Officer's Certificate

s268 *Fair Work (Registered Organisations) Act 2009*

I, Kathrine Nelson being the Branch Secretary of the Australian, Municipal, Administrative, Clerical and Services Union Queensland (Services and Northern Administrative) Branch certify:

- that the documents lodged herewith are copies of the 2010/2011 Full Report of the Australian Municipal Administrative and Clerical Services Union, Queensland (Services and Northern Administrative) Branch, referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report was provided to members on 23 September 2011; and
- that the full report was presented to a meeting of the committee of management of the reporting unit on 25 November 2011 in accordance with section 266 of the *Fair Work (Registered Organisations) Act 2009*.



Kathrine Nelson
Branch Secretary

Date: 25 November 2011



**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE)
BRANCH**

**GENERAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2011**

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**SURPLUS AND DEFICIT APPROPRIATION
FOR THE YEAR ENDED 30 JUNE 2011**

	Note	2011 \$	2010 \$
Operating Surplus/(Deficit)		(30,384)	236,253
Non-Operating Income			
Gain from merger of NQ Branch	16	457,505	-
Net Surplus/(Deficit)		427,121	236,253
Accumulated General Fund Balance at the beginning of the financial year		2,196,859	1,960,606
		<hr/>	<hr/>
		2,623,980	2,196,859
Aggregate amounts transferred from/(to) Reserves			
Motor Vehicle Replacement Reserve		-	-
Equipment Reserve		-	-
Computer Reserve		-	-
		<hr/>	<hr/>
Accumulated General Fund Balance at the end of the financial year		2,623,980	2,196,859
		<hr/> <hr/>	<hr/> <hr/>

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

BALANCE SHEET AS AT 30 JUNE 2011

	Note	2011 \$	2010 \$
ACCUMULATED FUNDS			
Reserves		1,229,329	775,053
General Fund		2,623,980	2,196,859
		3,853,309	2,971,912
Represented by:			
CURRENT ASSETS			
Cash and cash equivalents	2	2,807,633	2,291,994
Trade and other receivables	3	57,803	214
		2,865,436	2,292,208
NON-CURRENT ASSETS			
Property, plant and equipment	5	2,564,034	1,642,100
Security deposit	4	198	198
		2,564,232	1,642,298
		5,429,668	3,934,506
CURRENT LIABILITIES			
Trade and other payables	6	755,708	149,835
Provisions – employee entitlements		750,006	741,127
		1,505,714	890,962
NON CURRENT LIABILITIES			
Provisions – employee entitlements		70,645	71,632
		70,645	71,632
		1,576,359	962,594
		3,853,309	2,971,912

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2011**

	Accumulated Funds \$	General Reserve \$	Asset Revaluation Reserve \$	Total \$
Balance at 1 July 2009	1,960,606	191,000	584,053	2,735,659
Operating surplus	236,253	-	-	236,253
Revaluation increment	-	-	-	-
Balance at 30 June 2010	2,196,859	191,000	584,053	2,971,912
Net surplus/(deficit)	427,121	-	-	427,121
Revaluation increment	-	-	454,276	454,276
Balance at 30 June 2011	2,623,980	191,000	1,038,329	3,853,309

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2011

	Note	2011 \$	2010 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members		5,687,068	5,281,760
Other income		197,510	90,367
Payments to suppliers and employees		(5,375,946)	(4,964,871)
Interest received		165,402	84,211
Net Cash provided by (used in) Operating Activities	10	674,034	491,467
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		31,455	30,000
Purchase of property, plant and equipment		(283,195)	(106,706)
Cash received from merger		93,345	-
Net Cash provided by (used in) Investing Activities		(158,395)	(76,706)
CASH FLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings		-	-
Repayment of borrowings		-	-
Net Cash provided by (used in) Financing Activities		-	-
Net increase (decrease) in cash held		515,639	414,761
Cast at beginning of year		2,291,994	1,877,233
Cash at end of year	2	2,807,633	2,291,994

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011

Note 1: Statement of Significant Accounting Policies

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Fair Work (Registered Organisations) Act 2009.

The financial report of the Australian Services Union Queensland (Services and Northern Administrative) Branch as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety. The entity is registered under the Fair Work (Registered Organisations) Act 2009.

The following is a summary of the material accounting policies adopted by the Union in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Reporting Basis and Conventions

The financial report has been prepared on an accruals and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied. The exception to this is membership fees which have been prepared on a cash basis as noted in 1f.

Accounting Policies

a. Income Tax

No provision for income tax is necessary, as trade unions are exempt from income tax in accordance with the Income Tax Assessment Act.

b. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by officers to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

The cost of fixed assets constructed within the entity includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Branch and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets including building and capitalised lease assets, is depreciated on a straight-line basis over their useful lives to the commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Assets	Depreciation Rate
Building	3%
Computers	30%
Office Equipment	10%
Motor Vehicles	17%
Motor Vehicles – Regional	25%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement. When revalued assets are sold, amounts included in the revaluation relating to that asset are transferred to retained earnings.

c. Employee Benefits

Provision is made for the Branch's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

d. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 1: Statement of Significant Accounting Policies (Continued)

e. Revenue

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

f. Membership Contributions

Membership contributions have been accounted for on a cash basis.

g. Financial Instruments

Recognition and Initial Measurement

Financial instruments, incorporating financial assets and financial liabilities, are recognised when the entity becomes a party to the contractual provisions of the instrument.

Financial instruments are initially measured at fair value plus transactions costs where the instrument is not classified at fair value through profit or loss. Transaction costs related to instruments classified as at fair value through profit or loss are expensed to profit or loss immediately. Financial instruments are classified and measured as set out below.

De-recognition

Financial assets are de-recognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed is recognised in profit or loss.

Classification and Subsequent Measurement

(i) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost using the effective interest rate method.

h. New Accounting Standards for Application in Future Periods

AASB has issued new and amended accounting standards and interpretations that have mandatory application dates for future reporting periods. The association has decided against early adoption of these standards. The board have considered the likely impact of these standards to be immaterial.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 2: Cash and Cash Equivalents

	2011	2010
	\$	\$
Cash in hand	1,023	1,020
Cash at bank	2,705,434	930,045
Short-term deposit	101,176	1,360,929
	<u>2,807,633</u>	<u>2,291,994</u>

The effective interest rate on short term deposits was 5.55%; these deposits have an average maturity of 195 days.

Reconciliation of cash

Cash at the end of financial year as shown in the Cash Flow Statement is reconciled to items in the balance sheet as follows:

Cash and cash equivalents	2,807,633	2,291,994
	<u>2,807,633</u>	<u>2,291,994</u>

Note 3: Trade and Other Receivables

CURRENT

Other Receivables	57,803	214
	<u>57,803</u>	<u>214</u>

Note 4: Non Current Assets

Security Deposits Held	198	198
	<u>198</u>	<u>198</u>

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 5: Property, Plant and Equipment

	2011	2010
	\$	\$
Buildings 32 Peel St South Brisbane (50% interest):		
Independent valuation 2011	700,000	768,400
Accumulated depreciation	-	(115,260)
Buildings 485 Flinders Street, Townsville		
Independent valuation 2011	215,000	-
Accumulated depreciation	(2,562)	-
	912,438	653,130
Land 32 Peel St South Brisbane (50% interest):		
Independent valuation 2011	1,050,000	642,600
Land 485 Flinders Street, Townsville		
Independent valuation 2011	220,000	-
	1,270,000	642,600
Computers		
At cost / officer valuation	71,578	70,333
Accumulated depreciation	70,111	69,736
	1,467	597
Office Furniture & Equipment		
At cost / officer valuation	228,141	225,536
Accumulated depreciation	163,747	152,599
	64,394	72,937

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

Motor Vehicles

At cost / officer valuation	477,759	418,234
Accumulated depreciation	167,416	150,800
	<u>310,343</u>	<u>267,434</u>

Library

At cost / officer valuation	5,392	5,392
	<u>5,392</u>	<u>5,392</u>

Total Property, Plant and Equipment

<u>2,564,034</u>	<u>1,642,100</u>
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**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 5: Property, Plant and Equipment (Continued)

Movement in carrying amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Buildings \$	Land \$	Computers \$	Office Furniture & Equipment \$	Motor Vehicles \$	Library \$	Total \$
Balance at the beginning of year	653,140	642,600	597	72,937	267,434	5,392	1,642,100
Additions	261,860	627,400	1,245	6,197	168,119	-	1,064,821
Disposals	-	-	-	-	(35,882)	-	(35,882)
Depreciation expense	(2,562)	-	(375)	(14,740)	(89,328)	-	(107,005)
Balance at the end of year	<u>912,438</u>	<u>1,270,000</u>	<u>1,467</u>	<u>64,394</u>	<u>310,343</u>	<u>5,392</u>	<u>2,564,034</u>

- (a) In April 2011, but referable to 30 June 2011, the land and buildings at 32 Peel Street, South Brisbane were valued by Mr Darren Trivett of Trivett Property Group. The amount presented in the financial statements represents half of the valuation value for land and buildings as provided in this valuation, in accordance with the company's ownership interest in these assets.
- (b) Computers, office furniture and equipment and motor vehicles were valued at 30 June 2011 and 30 June 2010 using a combination of cost and officer valuations plus additions at cost since those dates.

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE,
CLERICAL AND SERVICES UNION
QUEENSLAND SERVICES BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 6: Trade and Other Payables

	2011	2010
	\$	\$
CURRENT		
Payable to ASU Social Club	3,975	2,137
Payable to ASU Staff – Purchase of Leave	2,854	3,846
Sundry Creditors and Accrued Expenses	748,879	143,852
	<hr/>	<hr/>
	755,708	149,835
	<hr/>	<hr/>

Note 7 Reserves

General Reserve

The general reserve records funds set aside for future expansion of the economic entity.

Asset Revaluation Reserve

The asset revaluation reserve records revaluation of financial assets.

Note 8 Events after the Balance Sheet Date

The financial report was authorised for issue on 16 September 2011.

Note 9 Related Party Transactions

During the year the following transactions took place with related parties:

A percentage of the contributions received from members are forwarded on to the National Office. The amount paid to the National Office during the year ended 30 June 2011 was \$393,583 (2010: \$344,474).

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 10 Cash Flow Information

	2011	2010
	\$	\$
Reconciliation of Cash Flow from Operations with Operating Surplus/(Deficit)		
Operating surplus/(deficit)	427,121	236,253
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit		
- Depreciation	107,005	117,700
- Net Gain/(loss) on disposal of property, plant and equipment	(6,978)	(6,168)
- Non-cash items related to PPE	44,984	-
Changes in assets and liabilities		
- (Increase)/decrease in asset revaluation reserve	(454,275)	-
- (Increase)/decrease in receivables	(57,588)	2,171
- Increase/(decrease) in payables	605,873	42,189
- Increase/(decrease) in employee benefits	7,892	99,322
	674,034	491,467

At 30 June 2011 and 30 June 2010 the Branch did not have any credit stand-by arrangements or credit facilities with a financial institution.

Note 11 Financial Instruments

A Financial Risk Management

The Branch's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and accounts payable.

The Branch does not have any derivative instruments at 30 June 2011.

i. Treasury Risk Management

A finance committee consisting of senior committee members meet on a regular basis to analyse currency and interest rate exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 11 Financial Instruments (Continued)

ii. Financial Risks

The main risks the Branch is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk.

Interest rate risk

Interest rate risk is managed with a mixture of fixed and floating rate debt.

Foreign currency risk

The Branch is not exposed to fluctuations in foreign currencies.

Liquidity risk

The Branch manages liquidity risk by monitoring forecast cash flows and ensuring that adequate unutilised borrowing facilities are maintained.

Credit risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets, is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements.

The Branch does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the Branch.

Price risk

The Branch is not exposed to any material commodity price risk.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 11 Financial Instruments (Continued)

B Interest Rate Risk

The Branch's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Fixed Interest Rate Maturing						Non-interest Bearing	
			Floating Interest Rate		Within 1 Year		1 to 5 Years			
	2011 %	2010 %	2011 \$	2010 \$	2011 \$	2010 \$	2011 \$	2010 \$	2011 \$	2010 \$
Financial Assets:										
Cash and cash equivalents	5.92%	4.67%	2,705,434	930,045	-	-	-	-	-	-
Short-term Deposits	5.55%	5.41%	101,176	1,360,929	-	-	-	-	-	-
Total Financial Assets	-	-	2,806,610	2,290,974	-	-	-	-	-	-

	Weighted Average Effective Interest Rate		Fixed Interest Rate Maturing						Non-interest Bearing	
			Floating Interest Rate		Within 1 Year		1 to 5 Years			
	2011 %	2010 %	2011 \$	2010 \$	2011 \$	2010 \$	2011 \$	2010 \$	2011 \$	2010 \$
Financial Liabilities:										
Lease Liabilities	-	-	-	-	-	-	-	-	-	-
Total Financial Liabilities	-	-	-	-	-	-	-	-	-	-

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

Note 11 Financial Instruments (Continued)

C Net Fair Values

The net fair values of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments. Financial assets where the carrying amount exceeds net fair values have not been written down as the economic entity intends to hold these assets to maturity.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

D Sensitivity Analysis

Interest rate risk

The entity has performed a sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on current year results and equity which could result from a change in this risk.

As at 30 June 2011, the effect on profit and equity as a result of changes in the interest rate, with all other variables remaining constant, would be as follows:

	2011	2010
	\$	\$
Change in profit		
— Increase in interest rate by 2%	56,132	33,798
— Decrease in interest rate by 2%	(56,132)	(33,798)
Change in equity		
— Increase in interest rate by 2%	56,132	33,798
— Decrease in interest rate by 2%	(56,132)	(33,798)

This sensitivity analysis has been performed on the assumption that all other variables remain unchanged.

No sensitivity analysis has been performed for foreign exchange risk, as the entity is not exposed to fluctuations in foreign exchange.

Note 12 Branch Details

The principal place of business is:

Australian Services Union Queensland
(Services and Northern Administrative) Branch
32 Peel Street
South Brisbane QLD 4101

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

Note 13 Office Bearers

Persons holding the position of office bearer at any time during the year:

Ben Thompson	Ian Buckley	Margaret Evans
Damian Power	Jennifer Thomas	Marianne Ryan
David Smith	Katherine Nelson	Michael Hayworth
Debbie McDonald	Lynette Henson	Nikki Burrell
Henrietta Moran	Malcolm Case	Penelope Carr
Robert Ball	Ronnee Meachen	Philip Whittaker
William Batten		

Aggregate remuneration received or receivable by office bearers during the year ended 30 June 2011 was \$509,918 (2010: \$320,839). Not all office bearers received remuneration during the year. Honorariums were received by some office bearers whilst four (originally three) full-time elected office bearers received remuneration in the form of a salary at stages during the year.

Aggregate of amounts paid to a superannuation plan in conjunction with the full time elected office bearers during the year ended 30 June 2011 was \$41,943 (2010: \$49,666).

Note 14 Information to be provided to Members or General Manager, Fair Work Australia.

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of Sub-section (1), (2) and (3) of Section 272, which reads as follows:

- (1) A member of a reporting unit, or a General Manager, Fair Work Australia, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

Note 15 Segment Reporting

The Branch operates within the trade union movement solely in Queensland.

Note 16 Merger of North Queensland Branch

On the 5th of February 2011 the Australian, Municipal, Administrative, Clerical and Services Union Queensland Services Branch and the North Queensland Clerical and Administrative Branch merged to become the Australian, Municipal, Administrative, Clerical and Services Union Queensland (Services and Northern Administrative) Branch.

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

STATEMENT BY MEMBERS OF COMMITTEE

On 16 September 2011 the Committee of Management of Australian Services Union Queensland (Services and Northern Administrative) Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2011.

The Committee of Management declares in relation to the General Purpose Financial Report (GPFR) of the Queensland (Services and Northern Administrative) Branch for the financial year ending 30 June 2011 that, in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Australia;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - i. meetings of the committee of management were held in accordance with the rules of the Union including the rules of a branch concerned; and
 - ii. the financial affairs of the reporting unit have been managed in accordance with the rules of the Union including the rules of a branch concerned; and
 - iii. the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009 (the RO Regulations).
 - iv. the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - v. No requests have been sought, by any member of the reporting unit or a General Manager of Fair Work Australia duly made under section 272 of the Fair Work (Registered Organisations) Act 2009; and
 - vi. No orders have been made by the Fair Work Australia or FWA under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
 - vii. There has been no recovery of wages undertaken by the reporting unit during the year ended 30 June 2011.

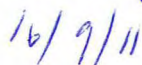
For Committee of Management:
Title of Office held:

Kathrine Nelson
Branch Secretary

Signature:



Date:



**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2011**

	2011 \$	2010 \$
INCOME		
Members' Subscriptions	5,719,312	5,257,098
Levies Charged	-	24,662
Interest Received	165,402	84,211
Gain/(Loss) on the sale of Fixed Assets	(6,978)	6,167
Sundry Income	197,507	88,196
	<hr/>	<hr/>
Total Income	6,075,246	5,460,334
	<hr/>	<hr/>
EXPENDITURE		
Accounting and Audit Fees	10,150	6,991
Affiliation & Other Fees:		
Membership Fees	530	3,215
Queensland Council of Unions	62,513	55,833
ALP Affiliation Fees	67,992	67,661
Election & Employment Costs	3,057	2,000
ALP Campaign Contributions	32,650	8,130
Bank Charges	33,415	37,987
Branch Executive Committee of Management	118,811	53,518
Campaign	81,646	17,065
Campaign – Asset Sales	-	116,825
Capitation Fees	393,583	344,474
Cleaning	26,058	23,452
Collection and Recruitment Expenses	152,641	94,351
Depreciation	107,005	117,700
Donations	16,663	4,243
Electricity	16,080	12,695
Honoraria	7,000	10,225
Insurance	95,945	82,449
Legal & Industrial Expenses	147,155	111,279
Library	9,986	12,274
Maintenance and Repairs Computer	46,777	39,101
Maintenance Equipment, Building, etc.	27,373	38,647
Motor Vehicle Expenses	75,078	86,004
Office Supplies and Contingencies	82,466	84,693
Payroll Tax and FBT	203,504	162,319
Postage	42,530	32,916
Printing and Publications	141,167	151,249
Publicity	15,582	8,188
Rates and Water Charges	24,872	-
Refund Subscriptions (Rule 32)	15,126	15,296
Rent	14,491	15,450
Salaries:		
Holders of Office	509,918	320,839
Employees	2,742,474	2,291,908
Staff Uniforms	7,632	9,065

**AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2011
(Continued)**

	2011	2010
	\$	\$
EXPENDITURE (Continued)		
Scholarships and Bursaries	750	1,500
Staff Entitlements	45,325	99,321
Sub-Division Expenses	700	700
Superannuation	424,392	425,421
Telephones	74,677	68,375
Training	37,179	33,929
Travelling	183,090	129,144
Union Shopper	2,647	23,105
Workers Health Centre	5,000	4,545
Total Expenditure	6,105,630	5,224,081
OPERATING SURPLUS/(DEFICIT)	(30,384)	236,253
NON OPERATING INCOME		
Gain from merger of NQ branch	457,505	-
NET SURPLUS/(DEFICIT)	427,121	236,253

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
THE AUSTRALIAN SERVICES UNION QUEENSLAND
(SERVICES AND NORTHERN ADMINISTRATIVE) BRANCH**

We have audited the accompanying financial report of the Australian Services Union Queensland (Services and Northern Administrative) Branch which comprises the balance sheet as at 30 June 2011 and the statement of income and expenditure, surplus and deficit appropriation, statement of changes in equity and cash flow statement for the year ending on that date, a summary of significant accounting policies, other explanatory notes, and the statement by members of committee.

Committee's Responsibility for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Fair Work (Registered Organisations) Act 2009* and the *Fair Work (Registered Organisations) Regulations 2009 (the RO Regulations)*. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Qualification

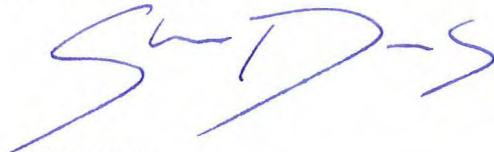
As membership subscriptions are recorded in the accounting records on a cash receipts basis, we are not in a position to certify that all membership subscriptions have been receipted and entered into those records. Accordingly, our examination does not extend beyond the income recorded in the accounting records.

Qualified Audit Opinion

In our opinion, except for the effects on the financial statements of the matter referred to in the qualification paragraph, the financial report is presented fairly in accordance with applicable Australian Standards and the requirements imposed by Division 4 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*.



Bentleys
Brisbane Partnership
Chartered Accountants



Stewart Douglas
Partner

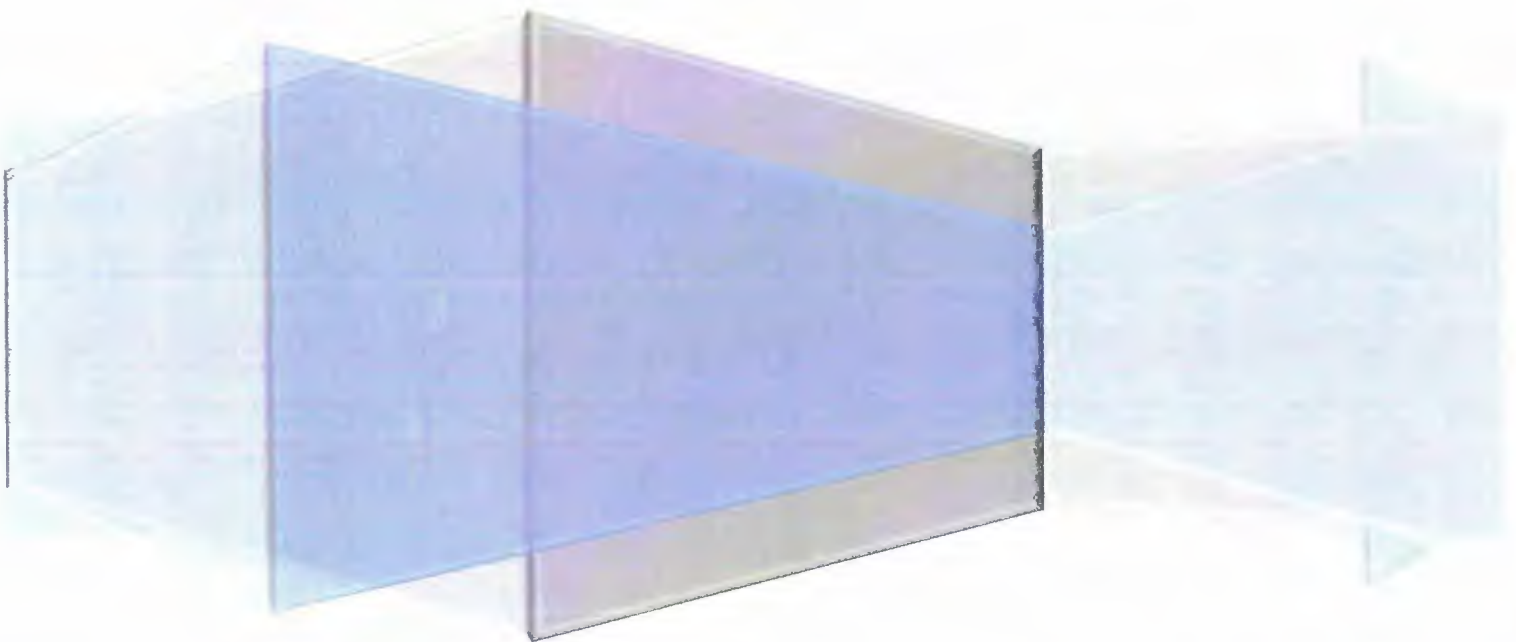
Holder of Public Practice Certificate issued by The Institute of Chartered Accountants in Australia.
Brisbane
16 September 2011



A•S•U



Queensland Services and Northern Administrative Branch Operating Report 2010/2011



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Introduction

This is my first Operating Report as Secretary having taken office from 11 March 2011. There have been many successes during the last 12 months and the union continues to grow from strength to strength. Some of our particular successes include:

- A net growth in membership;
- The agreement to merge with the North Queensland Clerical and Administrative Branch of the union, a move that will strengthen our ability to represent members in the north of the State. (This merger taking effect from 4 February 2011);
- The many successful industry wide campaigns conducted during this period;
- Our continued commitment to provide quality representation to our members; and
- The growth in the number of activists engaging with the union.

I would like to acknowledge the work of David Smith the former Branch Secretary and also would like to thank the Branch Executive, Branch Councilors, Industry Committee members, delegates, members and staff who have been enthusiastic supporters in the transition to our new leadership team. I would also like to recognise Jennifer Thomas who has been elected as the Assistant Branch Secretary and David Perry who has been acting in this role whilst Jennifer has been on maternity leave. Our successes this year have truly been about a team effort.

The purpose of this report is to provide members with an overview of the activities of the union in the last 12 months. It is also an opportunity to celebrate the work of the union and to acknowledge our many successes. This report also forms the annual report that we are required to produce under the legislation that regulates the operations of Registered Organisations.

Structures for our future (following merger)

The ASU has adopted a structure that takes every opportunity to involve members in our decision making.

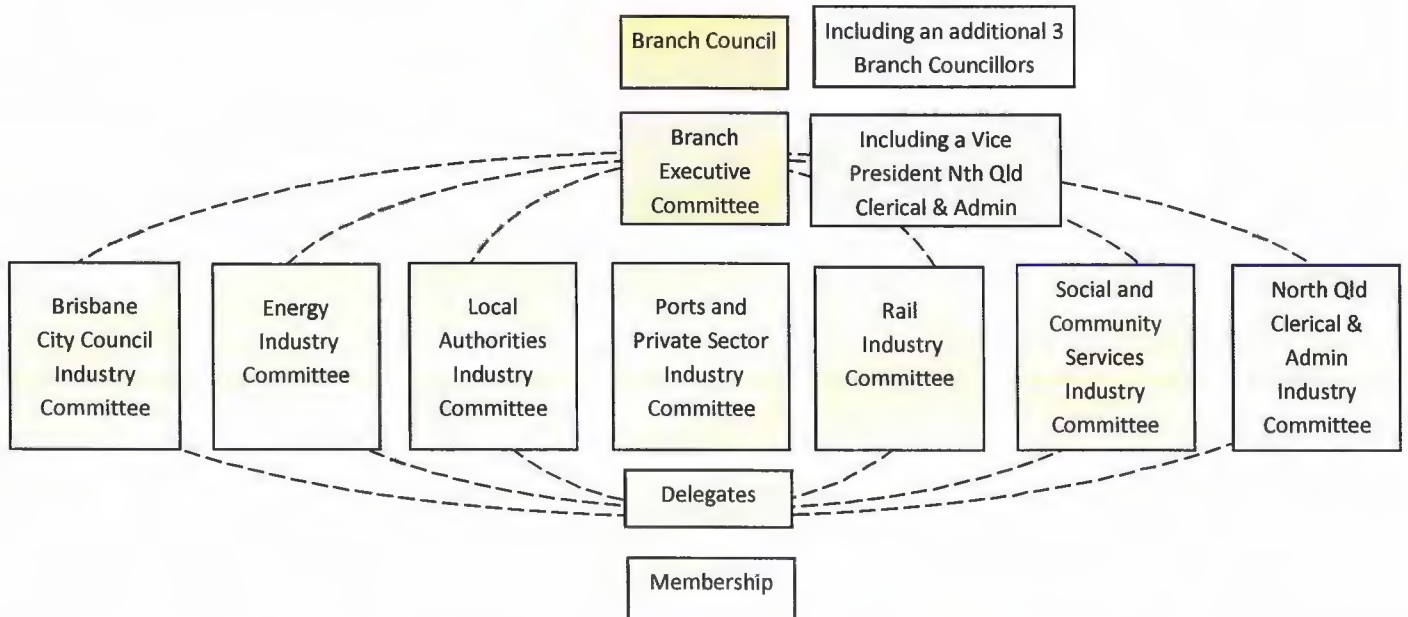
The Branch Council is directly elected by the members of the union. The role of the Branch Council is to develop policy for the union. In practice this means that the Branch Council sets the policy agenda for the union on an annual basis in accordance with the broad Objects of the union.

The Branch Executive is made up Branch President, a Vice-President representing each Industry Division, a Vice-President (Women), a Vice-President (Youth), Branch Treasurer, Branch Secretary, and the Branch Assistant Secretary. Each of these people has been elected to their role by members of the union. The role of the Branch Executive is to make the policy decisions of the union in between Branch Council meetings and to review the operations of the union to ensure that it is meeting the policy parameters set by Branch Council.

The members in each of the Industry Divisions elect an Industry Division Committee. The role of the Industry Division Committee is to advise in relation to the industrial priorities within that industry division. Each industry committee is represented on the Branch Executive via a Branch Vice President and on Branch Council via a Branch Councilor.

Through these structures and through our ongoing interaction with delegates and members the union aims to ensure that it is the member's voice that sets the priorities of our union. For this reason particular effort in the last year has gone into ensuring that all of the elected positions within our union have been filled.

This is the pictorial representation of our new merged union showing the changes to the structure that have resulted from the merger.



The process of amalgamating the respective state-registered Unions: the Queensland Services Industrial Union of Employees and the Federated Clerks Union of Australia North Queensland Branch Union of Employees has been finalised.

Our Achievements 2010 - 2011

Growth, Campaigning and Organising

2010 Conference

The 2010 ASU Queensland Services Branch State Conference was held at the Brisbane Novotel on the 15th and 16th of September.



Delegates and Branch Councillors attended the conference. Those who attended described it as one of the most successful and informative delegates' conference that they have attended.

The theme for the conference was 'Investing In Our Futures'.

Delegates participate in a series of specialised workshops and active forums, which analysed the many ways in which our members invest in their every day working lives including:

- how they invest in their union,
- investments in their financial futures and
- investments in their specific industries.

'Investing in Our Union' gave delegates an understanding of how our internal union structures operate, are populated and how our Union's internal election process occurs.



'Investing in Our Financial Futures' featured a guest panel of representatives from our key Industry Superannuation Funds in Local Government, Energy and Social and Community Services who addressed our members' superannuation questions and provided expert up-to-date information on the super merger proposals, federal government plans and future direction of superannuation in Australia.

'Investing in Our Industries', provided an important opportunity for our delegates to workshop within their specific industries and to participate in industry strategic planning.

Growth

ASU/QSU membership continues to grow increasing by approximately 9.4 percent over the 12-month period from June 2010 to June 2011 as a result of targeted recruitment efforts, enterprise bargaining campaigns, industry and community campaigns such as Queensland Not for Sale and Pay Equity in SACS.

Where we have received net losses in an industry this has generally been as a result of job losses and restructuring.

As a targeted strategy we engaged is a specialised recruitment company designed to specifically recruit new membership. They were assigned to recruit new members within our SACS industry, firstly within the SEQ area and then SACS employers outside of SEQ. As at 31 March 2011, Workpartners recruited 539 members and there have been 131 of those members resign during the same period.

Changes in ASU membership by industry for the period 30 June 2010 to 30 June 2011.

Industry	30 June 2010	30 June 2011	Net Increase
BCC	1648	1615	-33
Energy	2008	2051	43
Local Authorities	6039	6186	147
Nth Qld C&A	-	543	543
Ports & Private Sector	397	401	4
Rail	1512	1396	-116
SACS	2603	2959	356
Total	14207	15151	944

The Next Generation

ASU Youth Membership as a percentage of total members has declined over the last year from 6.9% to 5.6%. We know that younger workers are particularly vulnerable to exploitation and mistreatment and union activities often focus on overcoming these practices.

We need to take action to encourage our next generation to join and become active in the union.

Last August the ASU identified all members aged up to 28 and asked them to participate in our Youth Survey. The survey also captured the results from some non-members. The purpose of this survey was to better understand the concerns and issues directly affecting younger union members and the role they would like their union to have in addressing these issues. The survey also addressed preferred communication methods and levels of activism and participation.

Over 350 workers participated in the survey. The results show that these members want:

- wage increases;
- greater flexibility in working arrangements;
- career development;
- employment security; and
- a healthier balance between lifestyle and work.

When asked what the union should prioritise the majority of survey respondents indicated

- progressing workplace issues;
- anti-discrimination and industrial relations over social justice issues;
- union solidarity; and
- environmental issues and campaigns.

This indicates that whilst the majority of members would like to be represented at their workplace as a priority, social justice and environmental concerns are still very important issues for youth members.

Responses to preferred communication method questions suggest that email and emailed newsletters were preferred.

Approximately 30% of respondents said that they were interested in getting more involved in our union.

We would like to thank all those who completed this survey and look forward to future survey participation and results.

Organising

Local Authorities

The organising focus within Local Government has been on establish organising plans tailored to the enterprise agreement campaigns at each council and SEQ water entities. The organising and recruitment plans have been largely successful with Local Authorities membership continuing to grow.

Government Owed Corporations (GOC)

The GOC organising team have worked to organising and recruitment plans in Rail and Energy specifically linked to the enterprise bargaining here. Membership growth in the early part of 2011 showed that the enterprise bargaining organising plans are beginning to show an improvement in membership growth in these industries. There has been limited organising focus in the Ports sector during this period.

Social and Community Services

Organising and recruitment activities in SACS has seen a two tiered approach, firstly through the additional resources of Workpartners and secondly through the SACS Organising team's extensive organising plan linked to our Pay Equity Campaign. Membership in SACS has grown significantly in the past 12 months with this approach.

Organising works

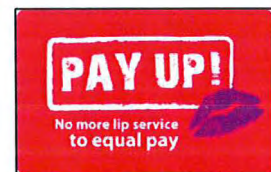
The Organising Works program aims to recruit people into unions and train them in the skills of organising and recruitment.

The program is delivered as a combination of supervised work experience, and nationally accredited structured training. This training covers a broad range of topics, including: effective communication techniques; recruitment and development of activists; effective organising and planning; understanding the IR system; negotiations and bargaining; recruitment skills; time management; problem solving; and using OH&S as an organising tool.

The ASU/QSU employed two trainee organisers who participated in and completed the Organising Works traineeship. Both graduates remain full time ongoing employees of our union.

Campaigns

Pay Equity



The last twelve months have seen intense activity in the Social and Community Services sector of our Union around the issue of pay equity. Since July 2010, there have been:

- Written submissions by the ASU and by many other parties including State and Federal Governments, peak bodies, employers and employer associations. Some of these submissions have strenuously opposed our case.
- 136 ASU exhibits, including witness statements from union members and employers, position descriptions, site inspection reports, ABS data and published research.
- Two rounds of site visits during which members of the Fair Work Australia Full Bench visited 25 workplaces across both SACS and the public sector to see how the work compared and talk to the workers involved in performing essential community services.
- Hearings before the tribunal in August, September and December of 2010 and in January, February and April of 2011. During these hearings, 20 union witnesses were cross examined by employer and government advocates.



On 16 May the Full Bench handed down an interim decision. In this decision, the Full Bench determined that the work of SACS workers is undervalued when compared to similar work in the public sector and in local government and that SACS workers are entitled to a remedy to the extent that the undervaluation is attributable to gender. The Full Bench encouraged the parties to hold discussions and made a member of Fair Work Australia available to assist in conciliation. The ASU has participated in conciliation in an attempt to reach an agreed position with other parties. The conciliation is ongoing at the time of writing.

The ASU and its members have been vigorously campaigning for full Government funding for any wage increases achieved through our Equal Remuneration case. Members across Australia have lobbied MP's, signed petitions and postcards, rallied in National Days of Action and faxed, phoned and met with their local members of Parliament.

After nearly 18 months of campaigning by union members, on 6 July 2011, the Federal Government put out a press release committing to "...meet its responsibilities and provide fair and appropriate supplementation, in consultation with key stakeholders, taking into account the fiscal implications of any increase..." (Senator Chris Evans, Minister for Workplace Relations). This represents a significant step forward for the Government.



Queensland Not for Sale

This was a campaign coordinated by the QCU, with all rail industry unions, including the ASU/QSU participating against the sale and privatisation of publically owned assets. Highlights of the campaign were

- A day of action and mass rally 9 March 2010 in Brisbane. Regional activities were also held in conjunction with the day of action.
- Significant campaigning on radio, TV advertising, general media that resulted in 80% Queenslanders being opposed to the sale and supporting the campaign.
- Extensive protests, lobbying and rallies were held outside of politicians offices.
- A union led tour of Queensland to discuss the campaign with members and the need to start discussions with the State Government regarding the industrial protections needed for the breakup of QR Passenger and QR National as the state government proceeded with the sale.
- Following the government's decision to proceed with the split, employment security and working condition protections were negotiated and enshrined in the QR National enterprise agreement.



QSU Supporting Stronger Councils Campaign

This industry wide campaign was endorsed by the Local Government Industry Division Committee in March 2010 to frame our efforts in bargaining. The foundation of the campaign is decent wages and job security for all Queensland Local Government workers to ensure that no member or council is left behind. Resources and campaigning has occurred at an industry level to ensure that the appropriate benchmarks are set within the industry around the key issues that affect every local government worker.



A number of campaign events were rolled out across the state in support of enterprise bargaining campaigns to ensure that substandard wage offers and threats to employment security were strongly opposed. The highlight of the campaign to date has been the rally and protected industrial action at Fraser Coast Regional Council, where members engaged in protected industrial action, in pursuit of fair wages and a no forced redundancy clause within their agreement.

Brisbane City Council (What Work Do we Stop Doing)

Brisbane City Council flagged a significant council re-organisation restructure and announced that it had budgeted to introduce a Voluntary Redundancy Program worth \$37million. Our union campaigned hard for employment security in the EBA 7 negotiations and was successful in securing a No Forced Redundancy provision.



Brisbane City Council has been the subject of constant restructuring and workplace reviews as the council seeks to cut costs. In May 2011, the QSU launched a campaign titled *Council Budget Cuts – What Work Should We Stop Doing*. BCC continues to offer voluntary redundancies and shed jobs to make cost savings, whilst the workload and service demands continue to increase upon our members.

The intent of this campaign is to protect our members who are being forced to carry excessive and additional workloads and ensure redundancies are genuine. We are also fighting to ensure that the service cuts to the community that BCC is making are transparent and that they are accountable to the community for this.

Industrial Strategy, Legal Support & Bargaining

Industrial Strategy

Energy Sector

The Government announced the outcome of the review of the Generator sector in November 2010. The Review recommended that the three Government owned Generator companies be reconfigured into two “new” companies. The union embarked on extensive consultation with members, made more difficult by the proximity of the holiday season and the huge amount of rain. We were able to take a position at the forefront of discussions with the Government and representatives of the Generator companies.

We sought to put in place a framework of enforceable entitlements to job security and wages and conditions. We were able to achieve job protection for three years as an overlay to the no forced redundancy arrangements, which already existed. Entitlements under existing enterprise agreements were protected by the Fair work Act however the Act does not protect the many important entitlements, which arise from employer policies.

This was a major success and overall the result built on our earlier successes in protecting entitlements in Queensland Rail and the Water industry. We were also able to persuade the Government to bring forward negotiations for new agreements across the generation sector to enable these important protections to be rolled up into enforceable arrangements.

Local Government

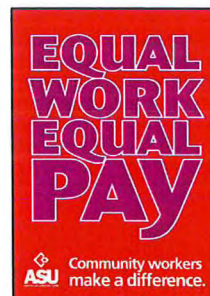
We have focussed on finalising the transfer of award coverage from the Federal jurisdiction to the Queensland Industrial Relations jurisdiction. This has been a very complicated exercise and the final step involved legislation by the Queensland Government to create an entitlement for our members to continue their award entitlements under the State system. This amendment to the Industrial Relations Act commenced in March 2011 and ensured that the Queensland Local Government Officers Award and the Municipal Officers Aboriginal and Island Community Councils Award are now treated as State Awards.

Late last year the Queensland Industrial Relations Commission commenced a major review of all Awards including these awards. We have been working to ensure that award entitlements are maintained and resisting strong attempts by the employers to whittle away some significant hard won entitlements such as the 36.25-hour week. Our efforts in this area are ongoing.

Social and Community Services Industry

2011 will now be a milestone in industrial relations history as a result of the historic Fair Work Australia decision (see the report above).

In the meantime, we have been busy ensuring that the benefits of the historic decision of the Queensland Industrial Relations Commission will not be lost because of the referral of industrial relations from Queensland to the Commonwealth. At this point all employees who were entitled to receive the higher rates awarded by the QIRC have had that entitlement preserved as a result of ASU advocacy with State and Federal Governments.



SEQ Water

We have responded to both the merger of SEQ Water with Water Secure and the proposed relocation of all SEQ Water employees from Brisbane office to Ipswich as party of the state government's decentralisation process. Our union participated in the Decentralisation of Government Office Accommodation committee that was established by the state government to deal with the proposed relocation. We challenged the right of the state government to forcibly relocate these employees. The decision to relocate these employees has since been reversed. Our union also negotiated protections for employees to apply during the merger process.

Legal Support

Queensland Rail

One of the significant matters to arise out of the decision by the Queensland Government to privatise a number of State owned assets was the abject failure of Queensland Rail to consult with its staff about the decision and the way in which it was to be implemented.

The ASU and other rail industry Unions deciding to prosecute QR Ltd, Queensland Rail Passenger and QR Network for breaching the consultation provisions in a number of Agreements.

At first instance Justice Logan in the Federal Court of Australia found in our favour that the obligation to consult had been breached and imposed fines totalling \$660,000 for breaches of the consultation provisions on some 20 Agreements.

QR Limited appealed this decision to a Full Court of the Federal Court which decided the finding that the Agreements had been breached was the correct decision but took issue with the findings in respect to penalty. The Court then reduced the penalty to a total of \$320,000.

A majority of the Court said:

It is apparent from these questions and answers that, decisions as to the allocation of members of the workforce to QR Passenger and, consequently, the redundancy of existing jobs with the other appellants, and an increase in the size of QR Passenger's workforce, had already been made. The effects of these decisions were not merely speculative: once recipients of these letters accepted the offer of re-employment to QR Passenger, the possibility of acceding to an application for similar redeployment by non-recipients of the letter was reduced, if not practically foreclosed. It is also apparent that the decision that there would be no voluntary redundancies by way of termination of employment had already been made without any opportunity for input from employees upon this aspect of the issue of termination of employment.

The significance of the penalty should not be overlooked. It has had a major impact on the way employers now consult, not just in QR.

The decision to prosecute was not an easy one to take but was made easier by the much larger penalties available under the Fair Work Act for breaches of obligations such as the consultation provision. A single penalty can amount to \$33,000 for an act committed by a corporation.

The fines compare starkly with a \$700 penalty obtained by the ASU against a Council in Victoria for a breach of a similar provision in 1991 and \$50 for the same thing in a West Australian Council in 1987.

Bargaining

Since the latter part of 2010 we have been bargaining extensively in Local Government, Energy, Rail and Social and Community Services.

Local Authorities and SEQ Water

In November 2010 we conducted an extensive survey of all Local Government members to ascertain the most widely and deeply felt issues. We developed the QSU Local Government Industry Log of Claims from this feedback. This log of claims formed the basis for negotiations throughout the industry. It was supplemented by specific local claims for from our membership at each council.

The *QSU Supporting Stronger Queensland Councils* campaign (see above) supported our bargaining efforts.

South East Queensland Water Distribution and Retail

Bargaining commenced at the 3 newly established SEQ Water Distribution and Retail entities of Queensland Urban Utilities, Unity Water and Allconnex Water. The bargaining process is governed by the SEQ Water Retail and Distribution Framework 2009 that ensures that individual employees cannot be disadvantaged by the provisions of the new agreement when compared to the terms and conditions that they possessed on transition from their predecessor councils.

We are following a similar strategy to the one we used in council amalgamations i.e. "best of" in order to protect member's entitlements.

Brisbane City Council

In late July 2010 the Brisbane City Council EBA 7 was certified. This agreement was the first agreement ever negotiated in the Queensland state industrial jurisdiction. After a long and protracted campaign the agreement produced some excellent results and attractive conditions for our members.

Queensland Rail

The current Queensland Rail bargaining campaign commenced with significant member engagement around setting priorities. This resulted in a Log of Claims and a member consultation and endorsement process. Training for workplace delegates as negotiators was also conducted in the preparation. Bargaining formally commenced at Queensland Rail in June 2011.

QR National

Following the split up of Queensland Rail and the formation of QR National we secured a new enterprise agreement for members which includes:

- a \$400 transfer payment;
- 3 year employment security;
- 4% per annum wage increases; and
- maintenance of all current conditions of employment.

Energy

The current energy bargaining campaign commenced with significant member engagement about priorities resulting in a Log of Claims. Training for workplace delegates as negotiators was also conducted in the preparation phase before extensive industry wide bargaining commenced with Energex, Sparq, Ergon, Powerlink.

Following the State Government decision to reduce the number of Gencos from 3 to 2 bargaining has commenced at many of the Generators. Callide Power Station, Stanwell Power Station, Swanbank Power Station Certified, Wivenhoe Power Station, CS Energy Corporate Office Enterprise, Stanwell Corporate Office, Tarong Corporate Office and Tarong Power Station. The Kogan Creek Power Station agreement was finalised in May 2011.

Ports

Negotiations for the Enterprise Agreement to apply to the amalgamated North Queensland Bulk Ports (NQBP) commenced following the negotiation of Ports Reform Industrial Framework to govern the amalgamation of Mackay Ports and Port Corporation of Queensland. This has been a protracted process aimed at ensuring that our member's conditions of employment are maintained and protected.

Negotiations for the Far North Queensland Ports Corporation commenced in March this year and will continue into the 2011/2012 financial year.

Social and Community Services

The focus of the SACS industry has been predominately focussed upon our Pay Equity Campaign. Enterprise Bargaining commenced at Endeavour Foundation, Mercy Family Services and Lifeline Community Care.

North Queensland Clerical & Activities

The principal activities of the Australian Services Union North Queensland Clerical & Administrative Branch during the period 1 July 2010 to 5 February 2011 were to provide industrial and organising services to members resulting in maintaining and improving the wages and conditions of employment of the membership, particularly for those members in collective enterprise agreements negotiated by the Union.

During this period it negotiated a number of collective enterprise bargaining agreements. The ASU NQ C&A Branch also actively:

- Provided information and guidance on entitlements in awards, EBAs or Contracts;
- Negotiated better outcomes on wage issues;
- Provided protection and support to members when they need it;
- Assisted with promotional appeals;
- Provided representation to members in negotiations with management; and
- Advised on workplace issues.

There were no significant changes in the nature of the Branch's principal activities during this time.

Since the merger, NQ activities have focused primarily on bargaining in the major representative industries including Queensland County Health Union, Qantas Enterprise Agreement and Queensland Health. These negotiations are continuing.

Member Support Services



ASU Connect

During the year ASU Connect was expanded and is now a centralised phone service that allows members to receive specialist advice over the phone with the ability to self direct the phone call to the section in the union office that can deal with your enquiry.

When you call ASU Connect you are offered 3 options so that your enquiry can be dealt with as quickly as possible. These options are:

- 1 - General for general information. A member of the Administrative team answers these calls.
- 2 - Membership to join the union or a membership related enquiry. A member of the Membership team answers these calls.
- 3 - Industrial to obtain specialised service. This is for members seeking industrial advice or who have a problem at the workplace. An Industrial Officer answers these calls.

The ASU Connect Industrial team also performs outbound calls to members as a campaigning function as well as calls all new members and talks to members wishing to resign.

Industrial

Demand from members with individual matters continues to grow, both in complexity and number of cases. We have implemented additional processes and resources to meet this demand and improve the service. In particular, our ASU Connect Industrial team continues to provide members with important advice and representation about a whole range of industrial, professional, legal and campaign matters and provide referrals to our legal service Hall Payne where appropriate.

The ASU Connect Industrial team is supported by our team of Senior Industrial Officers as well as a dedicated Research Officer.

The ASU/QSU participated in the QCU Graduate program. We hosted a graduate Industrial Officer for four months. This graduate gained exposure to the industrial work performed for our members across all industries.

Non Industrial Services



We continue to offer member services including access to Union Shopper, ME Bank, Funeral Benefit, Discounted study programs via Chifley business school, Access to our Union Law service which is one free legal consultation on any non industrial matter via Union Law and access to discounted Health Insurance via TU health.

Chifley ASU Professional Development Scholarship



In conjunction with Chifley Business School we offered members a full scholarship for the Chifley Graduate Certificate of Management program, valued at \$6,380. Chifley's Graduate Certificate of Management is a four unit postgraduate course designed for middle-level managers who are looking to take the next step in their career..

Delegate & Activist Development

Activists are the backbone of our union. Local and international union research continues to demonstrate that a robust education program for activist development is critical to building a strong union.

An extensive training program was set up across all industries throughout Queensland. Delegates training sessions focussed on 2 key areas

- Introduction to the trade union - aimed at developing our new delegates to ensure they are equipped with the basic skills to operate successfully at their workplace
- EBA Negotiation Skills - for our more experienced delegates who are involved in bargaining at their workplace, as a lead up to our extensive enterprise bargaining year.

Sessions were held across different regions of Queensland such as Brisbane, Townsville, Mackay, Rockhampton, Toowoomba and Cairns.

In addition specific bargaining campaign training was conducted with Energy and Rail members in preparation of their current bargaining campaigns and for Brisbane City Council delegates and new contacts to support them during their EBA 7 campaign and negotiation process.

The 2010/2011 Delegate training program.

Course	No. of days	Location	Date
SACS introduction to trade union training	2	Brisbane	3 & 4 August 2010
ASU National SACS Delegate Conference	2	Sydney	2 & 3 September 2010
ASU Energy Strategy Day	1	Brisbane	24 November 2010
QR EB Negotiation skills	2	Brisbane	18 & 19 January 2011
Energy EB Negotiation skills	2	Brisbane	9 & 10 February 2011
GOC EB Negotiation skills	2	Brisbane	21 & 22 March 2011
Local Government introduction to trade union training	2	Brisbane	22 & 23 March 2011
All industries introduction to trade union training	2	Townsville	12 & 13 April 2011
SACS introduction to trade union training	2	Brisbane	10 & 11 May 2011
All industries introduction to trade union training	2	Toowoomba	7 & 8 June 2011

Delegate of the Year

The 2010 ASU Branch Delegate of the Year was Margaret Gleeson. Margaret has been a union member all her working life, and has continuously been a member of the ASU in many of its various forms since 1988. Margaret works at BRIC Housing and has been a delegate for four years. During her time as a delegate Margaret has been instrumental in implementing two significant campaigns – the recruitment and unionisation campaign at her workplace and the Fair Wages 4 Community Workers campaign, which evolved into the Equal Work Equal Pay campaign in 2010.

Margaret was also awarded the 2010 ASU National Delegate of the Year, the QCU delegate of the year and was highly commended in the ACTU National Union Awards – Delegates Category.

Margaret also received the *Emma Miller Award* (from the QCU). The Emma Miller Award is presented each year by the Queensland Council of Unions to women who have made an outstanding contribution to their Union.



Developing Women Activists

ASU Year of Women 2010

The ASU nationally determined to focus on getting more women active in their union. Social and Community Services members concentrated on the National Pay Equity campaign. Local Government members concentrated on the Year of Women in Local Government national campaign.

We celebrated the participation of women members during 2010 and promoted the advancement of women into leadership positions in the Union for the following reasons:

- Almost 50% of Queensland ASU Services Branch members were women, but only 37% of our delegates in Queensland were women.
- Prior to the last election, only 22 of the 66 elected Industry Committee positions were filled by women.
- Prior to the last election, 4 of the 9 executive positions were held by women.

Our goal was to raise awareness of the valuable contribution of all women members, and increase their confidence and participation in union events and structures.



ASU Women's Ambassador Award 2010

Ronnee Meachen was awarded the 2010 ASU Women's Ambassador Award. Ronnee first became a member of the ASU in November 2006 and on the 1st of March 2007 Ronnee was appointed Union Delegate. Since Ronnee's appointment as a Delegate her engagement with the Union has been tireless. Ronnee was the ASU Women's representative on the Anna Stewart Memorial Project in 2010 and she has been involved in a mentoring project with Robyn Petrou, CEO of ESI Super, as part of our 2010 Year of Women.

ASU Local Government Women's Ambassador 2010

The ASU Local Government Women's Ambassador 2010 was Alida Rae Mayze. Alida Rae, has been a big contributor to the union agenda, bringing enthusiasm and original ideas to any forum she participates in. A union member since March 2000, Alida has run conference sessions for the ASU in the past, focusing on women's issues, and in 2010 participated in the ASU Women's Network.

International Women's Day 2011

International Women's Day was celebrated in Brisbane with a rally and a march. The ASU/QSU Branch Advocate Michelle Robertson addressed the rally and spoke about our Pay Equity campaign in the Social and Community Services sector.

Anna Stewart Project 2010

The Anna Stewart Memorial Project ran from 31 May to 11 June 2010. Ronnee Meachen from Ergon Energy in Townsville spent her first week with ASU and the second week with the ETU. The ASU hosted Jess Stephens from the AMWU in the second week. This program is designed as an affirmative action program, to assist women to participate in their union.

Communicating

We continue to develop in this area to better meet the needs of our members.

Recurring publications -our journal (*The Organiser*), newsletters (print and electronic) and Industry specific publications remain of a high quality and are published frequently. We are using web-based communication strategies to improve membership engagement.

Email is the primary method of delivering newsletters to our members. We have commenced utilizing direct SMS service to members to communicate short and important messages. This is cost effective and time sensitive.

Additionally, we frequently engage in two-way communication with members via online surveys, during campaigns using online petitions or fax back petitions as a method of lobbying government. These are all simple and very effective ways that our members can be active in our union.

Investment will be made into improvements in our communications with members and our website, including the facility to join our branch directly online, in the coming year.

Social Media



Our Facebook page has grown by over 75% in the past year. As fan numbers increase so does the ability for the ASU to promote its campaigns and messages to the broader community. Often the first members to know the latest campaign developments, particularly with the Equal Pay campaign, have read it through an ASU Facebook update. This is a tremendous tool for connecting with members and for members connecting with each other.

The ASU was awarded the Best Public Campaign Award for the *Pay Up – Pay Equity Campaign* at this year’s Labour Day awards.



Media

We are dedicating more time and effort to improving our public profile through the media. There is a substantial amount of work and time involved in regularly responding to media requests and ensuring accurate information is given.

The ASU/QSU part of the community

Supporting Families

After 30 years of union campaigning the Gillard Government has introduced a paid parental leave scheme. The ASU/QSU now seeks to ensure this benefit is maintained and improved by claiming a top up by the employer of the difference between the amount of the federal government paid parental leave scheme and the employee’s normal rate of pay. We are also seeking to ensure employer superannuation payments for the total period of maternity leave and seeking to obtain paid leave for the secondary carer at the time of birth or adoption.

Domestic Violence a union issue

The ASU has been an internationally leader in this field. The first domestic violence leave clause was negotiation by the ASU in Victoria in September 2010. This is considered to be world’s best practice. It provides for twenty days extra paid leave for people who have experienced family violence.

The Australian Domestic Violence Clearinghouse (ADVEVC), has been funded by the Commonwealth Department of Education, Employment and Workplace Relations to run project from July 2010 to December 2011 which aims to reduce the impact of family violence on working women by achieving better workplace rights that support them to stay safely in their jobs and in their homes. Michelle Robertson participates in QWWS/QCU Committee that aims to ensure the success of the project. Holly Robertson also participates via the QCU Women’s Committee.

Women in Local Government Strategy Group

The ASU was invited to participate in the Women in Local Government Strategy Group which is run by the Queensland Department of Infrastructure and Planning. ASU’s representative attended their first meeting on 23rd November 2010. The strategy group aims to increase women’s representation in local government at elected and officer levels in roles which have traditionally been considered male dominated occupations, and has been running since 2004.

Labour Day

Our Union had fantastic turnouts across the state at various Labour Day marches in 2011. The turnout reflected the positive response to our Union website poll where members stated that they would attend Labour Day events across Queensland this year to "show that unions were still strong". This shows that even when facing the current economic downturn members are prepared to fight for their wages and conditions.



Disaster Response

The ASU/QSU and its members worked tirelessly during disaster relief efforts over the Summer of 2011.

Many of our Local Government, Energy, Rail, and Social and Community Service members were at the coal-face of the recovery and cleanup operations, and their dedication and commitment to their jobs was extraordinary.

As well as contributing to the Premiers Disaster Relief Fund our Branch Executive reacted by establishing a \$50,000 ASU Disaster Fund to assist our members who were severely affected by the events. Through this fund our union was able to assist 28 members in need.

Our union staff volunteered their time and muscle power to assist members of the community with the clean up process.



Climate Change

In April 2011 ASU/QSU officials met with other union representatives to officially endorse the 'Say Yes Australia' campaign. This campaign is a partnership project of leading civil society organisations representing youth, workers, the environment and the community. The ACTU is spearheading this movement as it has long campaigned on the platform that action on climate change will not only save jobs and businesses from the worst effects of carbon pollution but will create a thriving new industry based on clean energy.

The ASU Youth Survey found that 28% of respondents thought that environmental issues and campaigns were very important union work. Indeed, environmental campaigns have had a rich history of union involvement as union members often have the most to lose from environmental degradation – their jobs and livelihood.

General Reporting

Members of the Branch Executive and Branch Council

The ASU/QSU Branch Executive and Council as at 30 June 2011

Branch Executive

Bob BALL	Branch President
Bill BATTEN	Deputy Branch President and Vice-President Rail
Kath NELSON	Branch Secretary
Jennifer THOMAS	Branch Assistant Secretary
Damian POWER	Branch Treasurer
Marg EVANS	Branch Vice-President BCC
Phil WHITTAKER	Branch Vice-President Energy
Lindy HENSON	Branch Vice-President Local Authorities
Marianne RYAN	Branch Vice-President Local Authorities
Debbie MCDONALD	Branch Vice-President Ports and Private Sector
Penny CARR	Branch Vice-President Social & Community Services
Ronnee MEACHEN	Branch Vice-President Women
Michael HAYWORTH	Branch Vice-President Youth
Nikki BURRELL	Branch Vice-President North Queensland Clerical and Administrative Industry Division

Branch Council

Brisbane City Council

Sterling BONYTHON-ROMANOV
Chris GLANFIELD-POOK
Cheryl JOHNSON
Louise MARSHALL
Jenny MOSS
Neil WOOD

Energy

Paul BARRY
Wouter BRUIN
Neville BURTON
Donna FINTER
Peter HEGARTY
Chris MELLERSH
David MILLIKEN
Herb SNIDE

Rail

Michael BERTUCCI
Tehanne DENHAM-JARVIS
Raymond DEVANTIER
John FINN
Steve PEACOCK
Marie SYMONS

Local Authorities

Paul BYRNES
Alison DANIELS
Dale ELIOTT
Nelson HANDYSIDE
Bruce HARDING
Dan HARTLEY
Jenny HAYNE
Greg HODGES
Albert HOLDER
Kate MACDONALD
Noel RILEY
Jeff SMITH
Doug STEWART
Anne WATT
Dave WEIR
Graham WOTTON

North Queensland Clerical and Administrative Industry Division

Paul BROGAN
Terese KINGSTON
Lorraine WALTER

Ports and Private Sector

Peter RASMUSSEN
Gregory STEWARD

Social & Community Services

Jenny BROCK
Jeanette DARVENIZA
Sandra DOWMAN
Marg GLEESON
Sharyn MCCARTHY
Gail MIDDLETON
Tessa MITCHELL
Bob PATEN

Member Resignation

It is a requirement of our reporting that we include a statement regarding how members may resign from the union. This matter is covered by the union's rules. Rule 32 states

32 - Resignation

- a. A member may resign membership of the Union by written notice addressed and delivered to the Branch Secretary.
- b. A notice of resignation takes effect :
 - i. where the member ceases to be eligible for membership of the Union:
 1. on the day on which the notice is received; or
 2. the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;whichever is the later; or
 - ii. in any other case:
 1. at the end of 2 weeks after the notice is received; or
 2. on the day specified in the notice;whichever is the later.
- c. Notice of resignation shall be addressed to the Branch Secretary and delivered to that officer.
- d. Any member resigning shall be liable for the payment of all subscriptions, fines and levies owing to the Union under these Rules at the date of leaving, and such monies may be sued for and recovered in the name of the Union.
- e. Any subscription paid by a member in respect of a period beyond the end of the quarter in which the member's notice of resignation expires shall be remitted to the member if so requested and a member who pays annual subscription by instalments shall not be liable to pay any instalment for any period after the end of the quarter in which the member's notice of resignation expires and a member who resigns where the member ceased to be eligible to become a member of the Union as hereinbefore mentioned shall be entitled to the same remission.
- f. A notice delivered to the Branch Secretary shall be taken to have been received by the Union when it was delivered.
- g. A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered to the Branch Secretary.
- h. A resignation from membership of the Union is valid, even if not affected in accordance with sub-clauses a. to g. of this Rule, if the member is informed in writing by or on behalf of the Union, that the resignation has been accepted.
- i. A member on leaving the Union after compliance with this Rule shall be entitled, on written application to the Secretary of the member's Branch, to a clearance certificate in the prescribed form.

Employees of the Union

The number of employees during the 2010/2011 financial year was 45.

ASU/QSU Staff as at 30 June 2011

Elected Officials

Kath Nelson	Branch Secretary
Jennifer Thomas	Assistant Branch Secretary

Executive Support

Belinda Hogan-Collis	Media/Communications Officer
Jane Grey	Executive Assistant

Finance Team

Cary Pollock	Finance & Administration Coordinator
Kim Johansson	Finance Officer

Membership Team

Debbie Hoogerdyk	Membership Officer
Andrea Barton	Membership Officer
Gail Gillespie	Membership Officer
Debbie Draper	Assistant Membership Officer

Organising Team

David Perry	Coordinator South
Margie Dale	Regional Coordinator North
Daniel Reeves	GOC Lead Organiser
Catherine Laherty	SACS Coordinator
Justine Moran	Lead Negotiator
Anna Herzog	Organiser
Brenden Sheehan	Organiser
Holly Patterson	Organiser
Kirk Rostock	Organiser
Stuart Maggs	Organiser
Phil Hedges	Organiser (Temp)
Tim Frost	Organiser
Zach Walsh	Organiser
Chiara Lennox	Organiser
Julianne Mann	Organiser
Steve Rodgers	Organiser
Janet Kelly	Organiser
Peter Ryan	Organiser
Karen Davis	Administrative Support
Christian Dickinson	Administrative Support
Jeanine Orzani	Administrative Support

Industrial Team

Neil Henderson	Industrial Services Coordinator
Michelle Robertson	Senior Industrial Officer
Rebecca Smith	Senior Industrial Officer
Richard Tarnawski	Senior Industrial Officer
James Mattner	Senior Industrial Officer
Tneka Springett	Senior Industrial Officer
Denis Ball	Industrial Officer
Gerard O'Gorman	Industrial Officer
Kegan Scherf	Industrial Officer (Temp)
Michael Nelson	Industrial Officer (Temp)
Sandra Terera	Industrial Officer (Temp)
Barbara Cochrane	Administrative Support

Trustee of Superannuation Entity

Officers who are a trustee of a superannuation scheme/directors of company who is trustee of superannuation entity:

David Smith, Director of ESI Superannuation.

Sponsorship

Sponsorship arrangements with partner organisations such as ME Bank and Hesta have continued through 2010 and 2011. Our union also works with other partner organisations such as Hall Payne Lawyers, Union Shopper, Chifley and TU Health to promote services that benefit our members. This has included targeted activities and special events.

Kathrine Nelson

**Kathrine Nelson
Branch Secretary**

Dated: *16 September 2011*